

**CACCN Manitoba Chapter  
Executive Meeting  
January 4<sup>th</sup>, 2012 @ 1630**

Present: Sara, Joy, Tannis, James, Camille, Rhonda D

Regrets: Rhonda K, Ashleigh, Marjorie

**1. Approval of December 2011 minutes**

Approved with a few changes. Tannis will resend with changes.

**2. Financial Update**

Deferred

**3. Membership**

Currently @ approx.. 96 members. There were 7 expired, but 7 new members.

**4. Membership challenge**

A mocked up poster was circulated via email & will be discussed @ Edge & emailed out after Edge.

**5. Goals & Objectives 2011-2012**

Tannis working on contacting someone in Peds to sponsor a ped/neonatal event. Tannis may try one of the PAL's instructors Sandy Kowalski or C. Porter (NICU educator) @ St. B.

**6. Spring Newsletter**

James will print out labels so Sara can mail out the brochures. Rhonda will look for more CACCN envelopes. Will also send newsletter to ER's- Tannis to f/u with Lissa/Cheryl to find a regional E.R. list.

**7. Programs**

Deferred

**8. Open Forum**

Grace Hospital requested an e-copy of the presentations. They are posted on the CACCN website, so it will be suggested that a link to CACCN be put on their desktop. If this does not work perhaps they can contact the MD directly for use of their presentation.

The committee reviewed some of the members expressed interest in the check boxes on their CACCN registration/renewal form. Tannis will follow up the purpose of the check box headings as they do not even correlate with roles within CACCN.

James questioned how long to keep CACCN files. It was discussed probably 5 years & then shred them. National will also have records.